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LINDA SUND - WF

OFFICE & CLERICAL 6/8/87 - KFUD-AM
Receptionist

Only person interviewed. Referral by existing staff - wife of student at Concordia Seminary.

TOM SUDHOLT - WM

PROFESSIONAL 10/20/87 - KFUD-FM
Announcer*

Resume on file.

JOAN HARWELL - WF

OFFICE & CLERICAL 11/17/87 - KFUD-AM
Secretary

Walk-in -- filled out application and resume left.

REV. MARK HAWKINSON - WM

PROFESSIONAL 11/2/87 - KFUD-AM
Director, Audio Resources**

Position required a Minister. Advertisements placed in Lutheran publications with nationwide circulation. 5 candidates interviewed, none minorities. Race of others sending resumes cannot be determined.

CHRISTINE KESEMAN - WF

OFFICE & CLERICAL 2/13/87 - KFUD-AM
Secretary

Walk-in candidate from Concordia Seminary. (2 women candidates interviewed.)

STEVE MYRICK - WM

PROFESSIONAL 10/26/87 - KFUD-AM
Announcer**

Responded to notice at St. Louis Broadcast Center. Only person interviewed.

1988

CHARLOTTE AKIN - WF

SALES 1/4/88 - KFUD-FM
Salesperson*

Resume on file. Only person interviewed.

* Knowledge of classical music required.

** Theological training required.

DEBBIE GRIMES - WF

PROFESSIONAL 9/1/88 - KFUD-AM
Announcer**

Former employee at Church headquarters. Only candidate.

TOM KOON - WM

SALES 2/29/88 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

CARRIE PEREZ - (Hispanic/
Female)

SALES 3/7/88 - KFUD-FM
Salesworker*

Resume on file, three women candidates interviewed.

SUE CROWN - WF

OFFICE AND CLERICAL 8/16/88 - KFUD-AM
Receptionist

Wife of Seminary student -- only person interviewed.

REV. MARK SPITZ - WM

PROFESSIONAL 2/9/88 - KFUD-AM
Announcer/Program Director**

Position required a Lutheran Minister. Advertisements placed in Lutheran publications with nationwide circulation. Candidates were narrowed to five - none was a minority. Race of others sending resumes cannot be determined.

BOB THOMSON - WM

SALES 10/24/88 - KFUD-FM
Salesworker*

Resume on file. One other person (a white female) was interviewed.

1989

JAMES BEBO - WM

SALES 2/22/89 - KFUD-FM
Salesworker*

Responded to notice at St. Louis Broadcast Center.

* Knowledge of classical music required.

** Theological training required.

CAROLYN MILLER - WF

SALES 5/15/89 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

WYNN BRESSLER - WM

SALES 9/18/89 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

SHARISSE BUSH - WF

SALES 10/30/89 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

LUCY WALKER - WF

SALES 3/20/89 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

GLYNELLE WELLS - WF

SALES 3/20/89 - KFUD-FM
Salesworker*

Referred by existing staff. Only person interviewed.

FRANK WOOD - WM

SALES 6/19/89 - KFUD-FM
Salesworker*

Resume on file. Only person interviewed.

ANGELA BURGER - WF

PROFESSIONAL 9/8/89 - KFUD-AM
Assistant Director, Development**

Referred by existing staff. 2 women interviewed, one of whom was current staff. Successful applicant was wife of student at Concordia Seminary.

* Knowledge of classical music required.

** Theological training required.

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CHRISTINE KESEMAN - WF

OFFICE & CLERICAL 8/23/89 - KFUD-AM
Secretary

Leave of absence - job held. Wife of student at Concordia
Seminary.

REV. DAVID SCHULTZ - WM

MANAGEMENT 9/25/89 - KFUD-AM
Station Manager**

Position required Lutheran Theological training. Advertisements
in Lutheran publications with nationwide circulation. Candidates
narrowed to five, none of whom was a minority. Race of others
sending resumes cannot be determined.

CYNTHIA BLADES - (Black
Female)

OFFICE AND CLERICAL 11/1/89 - KFUD-AM
Secretary

Three black women interviewed -- all referred by Lutheran
Employment Project

- * Knowledge of classical music required.
- ** Theological training required.

Part-Time Hires: 10/1/86 - 10/1/89

1987

DAVID ADAMS - WM

PROFESSIONAL 12/7/87 - KFUD-AM
Announcer

Concordia Seminary student. Resume on file.

JIM CARL - WM

PROFESSIONAL 10/20/87 - KFUD-FM
Announcer*

Resume on file.

REV. ELMER MASCHOFF - WM

PROFESSIONAL 12/1/87 - KFUD-AM
Staff writer**

Resume on file.

EMIL WILDE - WM

PROFESSIONAL 12/8/87 - KFUD-AM
Announcer

Resume on file.

1988

LINDA BREIGHT - WF

OFFICE & CLERICAL 6/27/88 - KFUD-AM
Secretary

Wife of student at Concordia Seminary. Resume on file.

KATHY SITZER - WF

PROFESSIONAL 8/1/88 - KFUD-FM
Announcer*

Resume on file.

THOMAS EGGBRECHT - WM

PROFESSIONAL 7/1/88 - KFUD-AM
Announcer**

Seminary student.

* Knowledge of classical music required.

** Theological training required.

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JAMES GREER - WM

PROFESSIONAL 7/9/88 - KFUD-AM
Announcer**

Seminary student.

PAUL HARNER - WM

PROFESSIONAL 3/3/88 - KFUD-AM
Announcer**

Seminary student.

WAYNE HUEBNER WM

PROFESSIONAL 8/12/88 - KFUD-AM
Announcer**

Seminary student.

MARK KUFAL - WM

PROFESSIONAL 8/13/88 - KFUD-AM
Announcer**

Seminary student.

KURT TAYLOR - WM

PROFESSIONAL 7/9/88 - KFUD-AM
Announcer**

Seminary student.

WALDEMAR VINOUSKI - WM

PROFESSIONAL 7/9/88 - KFUD-AM
Announcer**

Seminary student.

ED BLONSKI - WM

PROFESSIONAL 2/1/88 - KFUD-AM
Announcer**

Seminary student.

1989

ROBERT ARMBRUSTER - WM

PROFESSIONAL 8/18/89 - KFUD-FM
Announcer

Responded to notice at Broadcast Center of St. Louis.

- * Knowledge of classical music required.
- ** Theological training required.

EUGENE FICKER - WM

PROFESSIONAL 3/3/89 - KFUD-FM
Announcer**

Resume on file.

GERTRUD MCCLEES- WF

CLERICAL & OFFICE 11/14/89 - KFUD-FM
Secretary

Resume on file.

JASON CASHMER - WM

PROFESSIONAL 11/1/89 - KFUD-AM
Announcer**

Seminary student.

JEFFREY MEYER - WM

PROFESSIONAL 4/10/89 - KFUD-AM
Announcer**

Seminary student.

DANIEL RAMSEY - WM

PROFESSIONAL 4/24/89 KFUD-AM
Announcer**

Seminary student.

MARTY REED - WF

PROFESSIONAL 10/10/89 - KFUD-AM
Announcer**

Seminary student.

- * Knowledge of classical music required.
- ** Theological training required.

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ARNOLD & PORTER

1200 NEW HAMPSHIRE AVENUE, N. W.
WASHINGTON, D. C. 20036
(202) 872-6700

CABLE: "ARFOPO"

TELECOPIER: (202) 872-6720

TELEX: 69-2733

PARK AVENUE TOWER
65 EAST 55TH STREET
NEW YORK, NEW YORK 10022-32
(212) 750-5050

MARCIA A. CRANBERG
DIRECT LINE: (202) 872-3736

1700 LINCOLN STREET
DENVER, COLORADO 80203
(303) 863-1000

December 29, 1989

BY HAND DELIVERY

Ms. Donna Searcy
Secretary
Federal Communications Commission
1919 M Street, NW Room 222
Washington, D.C. 20554

RECEIVED
DEC 29 1989
EEO BRANCH

Re: Supplement to EEO Program Report (Form 396)
The Lutheran Church/Missouri Synod
Stations KFUD and KFUD-FM, Clayton, MO
Renewal Applications
FCC File Nos. BRH-890929VB and BR-890929VC

Dear Ms. Searcy:

The Lutheran Church/Missouri Synod, licensee of
Stations KFUD and KFUD-FM, has pending before the FCC
the above-referenced application for renewal of license.

KFUD has been requested by telephone to provide
certain supplemental information to FCC staff reviewing
the Equal Employment Opportunity Program Report (FCC
Form 396) submitted as part of that application.
Attached hereto is a supplemental statement providing
the requested information.

Should there be any further questions concerning
this application, kindly communicate directly with the
undersigned.

Very truly yours,

Marcia Cranberg
Marcia Cranberg

Attachment

cc w/Attachment: Susan Simcox, EEO Branch

EEO SUPPLEMENTIII. RECRUITMENT.

a. Employment Organizations. The licensee has attempted to identify recruitment organizations which will supply it with qualified minority applicants. To this end, during the license period the licensee sent letters to a number of employment organizations in the St. Louis area. These included Roth Young Personnel Service of St. Louis, Snelling & Snelling, and Sales Recruiters Irvin-Edwards.

Each letter advised that the stations are an Equal Opportunity Employer, and requested the addressee to refer minority and female applicants to the stations. Each letter also advised that the licensee would be in direct contact when job openings arise, but requested that any qualified minority group members and/or women be referred to the stations at any time.

Attached to each letter was an acknowledgment form to be completed by the addressee and returned to the stations. The form recites the addressee's understanding that KFUD seeks qualified minority and female applicants, and asks the addressee to state what action it has taken or will take in response to the request. The stations included the acknowledgment forms to help them monitor how effective their minority

recruitment efforts are. A copy of one of the letters is provided as a sample at Attachment One.

Despite this effort, none of the letters resulted in any referrals of minority applicants. The licensee has, therefore, sought out other employment organizations which would be better sources of minority referrals. This effort has paid off with the establishment of a successful relationship with the Lutheran Employment Project of St. Louis, a clearinghouse run by the Lutheran Church for employment of members of minority groups. The Project recently referred three black female applicants to the stations to fill an open clerical position. This past November the station hired one of the three to fill this position. The licensee is presently relying on the Project to assist it in similarly filling a second job opening at the stations.

b. Educational Institutions. During the license period KFUD sent letters identical to that included as Attachment One to virtually all of the major secondary educational institutions in the St. Louis area¹. It

¹ The few St. Louis area schools to which letters were not sent are either extremely small or have, with the exception of Meramec Community College, an enrollment of minority students at a level below that of all of the other schools to which letters were sent.

also sent the same letter to The Broadcast Center, which is a broadcast trade school in St. Louis.

The minority enrollment at each of the educational institutions contacted is as follows²:

University of Missouri at St. Louis	13½ (9½ black)
Southern Illinois University at Edwardsville	16½ (13½ black)
Lindenwood College	13½ (10½ black)
Washington University	14½ (5½ black)
St. Louis Community College at Forest Park:	44½ (42½ black)
at Florissant Valley:	22½ (19½ black)
at Meramec:	5½ (2½ black)
The Broadcast Center	7½ (5.9½ black)

None of these institutions referred any minority applicants during the license period. Since there are no secondary educational institutions in the area with minority enrollments greater than those at the schools contacted, the licensee will continue to contact the institutions it has already contacted in an effort to further encourage referral of qualified minority applicants.

² Source: Either conversations with school personnel or Peterson's Guide to Four-Year Colleges 1990.

c. Print Media. The licensee has not traditionally advertised in the print media for job applicants. However, in order to increase the number of minority applicants, the licensee has initiated a new policy of advertising all job openings in the St. Louis Argus, the local newspaper with the highest black readership in St. Louis.

d. Employee Referrals. The licensee encourages existing employees of the stations, as well as at the headquarters of the Lutheran Church/Missouri Synod, to refer qualified minority and women candidates. Every job opening is posted at the stations and in the headquarters office. (Approximately 12% of the employees in the headquarters office are members of minority groups.) Virtually all of the employees hired within the last year came to the stations by employee referrals.

IV. JOB HIRES.

As stated in the renewal application, during the twelve month period beginning October 1, 1988 and ending September 30, 1989, the station hired a total of six persons, two white males and four white females. All of these persons were hired for positions in the top four job categories. The two male employees and two of the female employees were hired for positions in the "Sales"

category; a third female was hired for a position in the "Professionals" category; and the other female was hired for a position in the "Officials and Managers" category.

VIII. OTHER INFORMATION.

Attached are a number of documents which KFUD utilized during the license period to facilitate the station's EEO efforts. The documents are as follows:

a. EEO Data Form and Applicant Flow Chart (Attachment Two). The stations complete a data form for each applicant. The form provides information concerning the sex and race of the applicant, and disposition of the application. The form is not seen by the person making hiring decisions until after the employment decision has been made.

b. Notice to Employees and Applicants (Attachment Three). The stations post in a conspicuous location a copy of their EEO Policy Statement, along with a notice to employees requesting that they refer qualified women and minorities who might be interested in working at the stations.

c. Policy Statement on Sexual Harassment (Attachment Four). The stations also post this statement in a conspicuous location at the stations.

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ATTACHMENT 1

CLASSIC 99

July 18, 1989

Roch Young Personnel Service of St. Louis
120 South Central Avenue
St. Louis, Missouri 63105

Dear Sir:

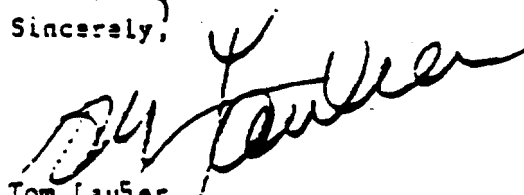
Station KFVO-FM is an Equal Opportunity Employer. From time to time, we have job openings at our station which require a variety of skills and talents. We encourage members of minority groups and women to apply for these positions, and we seek your help in referring minorities and women to us.

We will be contacting you as job openings arise at our station. In the meantime, if you know of minority group members and/or women who might be interested in working at our station, please do not hesitate to refer them directly to me. In the event you do not presently know of any such candidates, please refer them to me whenever they come to your attention.

If you are aware of any other organization which may be of assistance to us in this regard, I would also appreciate having its name and address. I am enclosing a reply form, and ask that you complete and return it to me to acknowledge receipt of this letter.

Thank you for your assistance.

Sincerely,


Tom Laufer
General Manager

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CLASSIC 99

This is to acknowledge that I have received a letter from Station
KFUO-FM seeking female and minority referrals for job openings
at the station.

Signature

Date

The following action [has been] [will be] taken:

Other organizations to contact:

Name

Address

33 FOUNDER'S LANE
ST LOUIS MO 63103
(314) 723-1144

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ATTACHMENT 2

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INSTRUCTIONS FOR USE OF KFUD-FM DATA FORM

1. This form should be completed by or on behalf of every applicant who submits a resume and/or employment application to KFUD-FM. Anyone calling about a job opening should be asked to come to the station to complete an employment application.
2. This form must be kept separate from an applicant's resume and/or employment application, and should not be seen by the person making hiring decisions until after the employment decision has been made.
3. After an offer of employment has or has not been made, this form should continue to be maintained in a separate file. It should never be placed in an employee's personnel file.
4. In addition to making a notation on this form, you should send a letter to any applicant to whom you make an offer of employment and which is rejected, detailing the terms of the offer, and documenting the fact that the offer was rejected and any reasons given. Copies of these letters should be kept on file.
5. On a regular periodic basis, the data from these forms should be compiled on the KFUD-FM Applicant Flow Chart, maintained in the business office.

NOTE: The data requested by this form will assist us in complying with equal employment opportunity obligations. This form will be maintained in a file separate from your resume and/or employment application. The information you provide on this form will not be available to the person who evaluates your employment application, and will not be used in any way in determining whether to offer you employment. Part 8 of the form will not be completed until after a decision on your application has been made, and, if an offer of employment is made, until after you have accepted or rejected the offer.

PART A

NAME: _____ DATE: _____

REFERRED BY: _____

RACE:

American Indian or Alaska Native
Asian or Pacific Islander
Black, not of Hispanic Origin
Hispanic or Spanish-Surnamed
White, not of Hispanic Origin

SEX: ☐ F ☐ M

PART B

POSITION FOR WHICH APPLICANT APPLIED: _____

HIRED: ☐ YES ☐ NO

IF NO, REASONS: _____

IF OFFER MADE AND REJECTED, REASONS GIVEN BY APPLICANT: _____

KFUO-FM APPLICANT FLOW CHART

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Time Period of Report _____

Person Preparing Report _____

Date Prepared _____

*1-American Indian or Alaskan Native
2-Asian or Pacific Islander
3-Black, not of Hispanic Origin
4-Hispanic or Spanish-Surnamed
5-White, not of Hispanic Origin

**1-Interviewed, no offer
2-Interviewed, offer extended, and hired
3-Interviewed, offer extended, but rejected

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KFUO-FM APPLICANT FLOW CHART

Time Period of Report _____

Person Preparing Report _____

Date Prepared _____

								Complete only if Hired	
Date	Name	Natl'l Orig.	Race	Sex	Position Applied For	Referred By	Disposition**	Job Title	Rate of Pay

*1-American Indian or Alaskan Native
 2-Asian or Pacific Islander
 3-Black, not of Hispanic Origin
 4-Hispanic or Spanish-Surnamed
 5-White, not of Hispanic Origin

**1-Interviewed, no offer
 2-Interviewed, offer extended, and hired
 3-Interviewed, offer extended, but rejected

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ATTACHMENT 3

NOTICE TO EMPLOYEES AND APPLICANTS

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FOR EMPLOYMENT REGARDING STATION

EEO POLICY AND PROGRAM

(TO BE POSTED AT ALL TIMES IN A CONSPICUOUS LOCATION)

It is the policy of Station KFUD-FM to provide equal employment opportunity to all qualified individuals without regard to race, color, religion, national origin, or age, all personnel actions including recruitment, evaluation, selection, promotion, compensation, training, discipline, and termination.

It is also the policy of Station KFUD-FM to promote the realization of equal employment opportunity through a positive, continuing program of specific practices designed to ensure the full realization of equal employment opportunity without regard to race, color, religion, national origin, age or sex.

To make this policy effective, and to ensure conformance with the Rules and Regulations of the Federal Communications Commission, we have developed an Equal Employment Opportunity Program. Copies of our Equal Employment Opportunity Program are available to all interested persons in a business office.

We would like to ask your cooperation and assistance in our efforts to recruit, hire and promote qualified women and minorities. In this regard, if you know of individuals who might be interested in and qualified to work at the station, we encourage you to refer them to us.

All applicants and employees are entitled to equal employment opportunity. If you believe you have been discriminated against, you have the right to notify the Federal Communications Commission, 1919 M Street, N.W., Washington, D.C. 20554; the Equal Employment Opportunity Commission, 625 North Euclid or the Missouri Commission on Human Rights, 625 North Euclid, Suite 605.

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KFUO-FM EEO POLICY STATEMENT

IT IS THE POLICY OF KFUE-FM TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITY TO ALL QUALIFIED INDIVIDUALS WITHOUT REGARD TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, OR SEX, IN ALL PERSONNEL ACTIONS INCLUDING RECRUITMENT, EVALUATION, SELECTION, PROMOTION, COMPENSATION, TRAINING, DISCIPLINE, AND TERMINATION. IT IS ALSO THE POLICY OF KFUE-FM TO PROMOTE THE REALIZATION OF EQUAL EMPLOYMENT OPPORTUNITY THROUGH A POSITIVE, CONTINUING PROGRAM OF SPECIFIC PRACTICES DESIGNED TO ENSURE THE FULL REALIZATION OF EQUAL EMPLOYMENT OPPORTUNITY WITHOUT REGARD TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE OR SEX.

TO MAKE THIS POLICY EFFECTIVE, AND TO ENSURE CONFORMANCE WITH THE RULES AND REGULATIONS OF THE FEDERAL COMMUNICATIONS COMMISSION, WE HAVE DEVELOPED AN EQUAL EMPLOYMENT OPPORTUNITY PROGRAM. COPIES OF OUR EQUAL EMPLOYMENT OPPORTUNITY PROGRAM ARE AVAILABLE TO ALL INTERESTED PERSONS IN THE BUSINESS OFFICE.

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ATTACHMENT 4